

## ADMINISTRATIVE - INTERNAL USE ONLY

PRINTING AND PHOTOGRAPHY DIVISION  
WEEKLY REPORT FOR PERIOD ENDING  
15 September - 21 September 1983I. Items or Events of Major Interest that have Occurred During the  
Preceding Week

A. Color Lab Renovations: The agreed upon schedule for completion of the few remaining tasks in the P&PD, Photography Branch Color Lab has slipped again. The completion date of 15 September as agreed to by Logistics, GSA, and the contractor was missed; and indications of a near future wrapup are not good. Office of Logistics, Headquarters Engineering Branch personnel are making necessary inquiries to GSA as to the future of this project.

B. Two-Color 50" Press: Delivery of replacement parts for the chain delivery system was delayed last week. The parts have been received, and installation is presently underway. It is anticipated that the equipment will be operational by Monday, 26 September.

C. P&PD Building Vacuum Pumps: On 20 September, a representative of Office of Logistics, Headquarters Engineering Branch escorted Mr. Vincent Sazanov of GSA on a site survey tour of P&PD Building. [ ] will be producing cost estimates and design specifications for installation of new Press and Bindery vacuum pumps in the G-5 area (Boiler Room). Completion of this project in mid-1984 will result in significant noise reduction in both the Press and Bindery Branches.

D. SALT Monitoring Report: The semiannual report for SALT was printed in proof form over the past weekend. Revised copies of the 110 page, 47 graphics report are expected to be returned on Friday and reprinted over the weekend for a Monday, September 26 deadline.

E. Electronic Text Editing Composition System (ETECS): P&PD has submitted three requisitions to Procurement Division for three pieces of equipment from Atex Inc. The first requisition is for an Atex 8032 system to replace the Atex Mini-Edit system now in use in DDI. DDI transferred funds to P&PD for this equipment. The second requisition is for an upgrade of P&PD's Atex system to Release 4 hardware and software. The third requisition is for an additional Copy Management Processor to ensure complete redundancy between the two Atex systems now located in GJ-56 Headquarters and the Atex system ordered for DDI. These procurement actions resulted from a request from DDI to P&PD for increased P&PD support with particular focus on production of the President's Daily Brief (PDB) and the National Intelligence Daily (NID). We expect delivery of this equipment within 120 days.

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F. MIS Activities: The Office of Communications will begin work on the terminal grid system for P&PD during the next week. It is anticipated that the grid system and communications equipment for the proposed Delta Data terminals to be used with the new MIS will be installed by 1 November with an expanded secure voice capability shortly thereafter.

G. Quality Circles: The Press Branch Quality Circle (QC) team, "Reruns" made a formal presentation to the Director of Logistics and Chief, Printing & Photography Division on 15 September. This was the first QC problem solving presentation made to management, and all attendees were both highly supportive and complimentary of the work submitted by the team. Their presentation and recommendation provided an inexpensive solution to problems associated with replacement of Press skids.

II. Significant Events Anticipated During the Coming Week

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None

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